



## DEPARTMENT OF THE ARMY

U.S. Army Corps of Engineers  
WASHINGTON, D.C. 20314-1000

6 FEB 1997

REPLY TO  
ATTENTION OF:

CEMP-EE (7 15)

### MEMORANDUM FOR COMMANDERS, MAJOR SUBORDINATE COMMANDS

SUBJECT: Electronic Bid Sets (EBS)

#### 1. References:

a. Memorandum, CECW-EP, 17 November 1997, subject as above.

b. Memorandum, CEMP-EC, 20 May 1997, subject as above.

2. In keeping with our vision as the world's premier engineering organization, we must change our business practice to maximize the use of technology. Our efforts must be coordinated, unified and holistic. Improvement in performance and customer satisfaction will be achieved only through use of the best business practices, bold process reengineering and innovative use of technology.

3. The EBS consists of a standard process and procedure to replace the printed solicitation documents with an electronic set. The use of EBS will result in improving and streamlining the procurement process, eliminating unnecessary reproduction and storage of printed media, and allowing significant savings in resources for the U.S. Army Corps of Engineers (USACE).

4. We are now ready to field EBS USACE-wide. Success will come from a carefully structured plan. References above request that District Commanders identify projects for EBS application and announced training workshops.

5. Electronic Bid Solicitation Workshops are developed to assist in USACE-wide implementation. The Tri-Service CADD/GIS Technology Center, in coordination with HQUSACE, will serve as a resource for Electronic Bid Solicitation Workshops and technical resource. The training course includes lectures and hands-on exercises to guide students through the EBS process. Training will be four sessions on dates indicated at the Tri-Services Solicitation Network homepage at <http://tsn.wes.army.mil>.


6. I expect USACE activities to have FY98 projects advertised through EBS. To assist with EBS implementation, the funding for the instructors, facilities and materials for the training

CEMP-EE (7 15)

SUBJECT: Electronic Bid Sets (EBS)

classes, will be provided from the HQUSACE. The USACE sponsoring activity shall provide travel and per diem costs for members of the EBS teams attending the training workshops.

7. The HQUSACE points of contact for this project are Mr. J. Justin Taylor, CEMP-EE, (202) 76 1 - 1246, and Mr. Charles Gregory, CEIM-IV, (202) 76 1 - 18 13. Technical and workshop questions should be directed to Mr. Elias Arredondo, CEWES-IM-DA, (601) 634-3140.



JOE N. BALLARD  
Lieutenant General, USA  
Commanding

CF:  
Commanders, Districts